

Priority *	SCDHEC – Bureau of Air Quality Enforcement Section Training Guidelines	Time Frame
M	Bureau Orientation by Supervisor or Section member	1 <sup>st</sup> Week
M	DHEC Orientation	3 Months
M	EQC Required: Hazardous Communication	3 Months
M	EQC Required: Confined Space or Exemption Memo to File	3 Months
M	DHEC Required: HIPAA 101	3 Months
M	APTI SI:422/CLN880 - Air Pollution Control Orientation Course	3 Months
M	Agency Required: 8 Hr. Defensive Driving Course Agency Required: 4 Hr. Defensive Driving Refresher Course	3 Months Every 3 years
M	APTI SI:443/CLN887 – Chain-of-Custody Procedures for Samples & Data	3 Months
M	APTI SI:428/CLN881 – Introduction to Boiler Operation	6 Months
M	DHEC Required: 4th Generation Management	6 Months
M	APTI SI:431/CLN882 - Air Pollution Control Systems for Selected Industries	6 Months
M	Visible Emissions Evaluation Classroom/Field Certification	6 Months
M	DHEC Required: Basic Cultural Competence Training	12 Months
M	DHEC Required: Customer Service Training	12 Months
M	EQC School	12 Months
M	APTI SI:445/CLN888 – Introduction to Baseline Source Inspection Techniques	18 Months
M	APTI 446 - Inspection Procedures and Safety <b>OR</b> SI:446/CLN889 - Air Pollution Source Inspection	24 Months
M	APTI 413 - Control of Particulate Emissions	24 Months
D	APTI 444 - Air Pollution Field Enforcement	
D	APTI 482 - Sources and Control of Volatile Organic Air Pollutants	
D	Technical Writing Course	
D	Environmental Enforcement Negotiations	
D	Supervision of Asbestos Abatement Projects (w/ Refresher Courses)	
D	Problem Solving Course (e.g. KT)	

\* M = Mandatory, D = Desirable

January 3, 2003